

Cross Keys Maintenance Corporation (CKMC)

Board Meeting Minutes

February 10, 2025

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Peggy Winfield & Angela Plum, Fallswood II; David Rosenberg, Goodlow House; Julie Cahan, Hamill Court; Deborah Levin, Harper House; Alex Katzenberg & Ann Saunders, Roland Green; Karla Bunz, Roland Mews; Arsh Mirmiran, Caves Valley Partners; Heather Chilcot & Maria Gerwig, Joe Ann Weaver, DH Bader

I. Karla Bunz called the meeting to order

at 6:00 pm, and Board members introduced themselves.

II. President's Opening Remarks

- Karla greeted those present and introduced topics to be covered in tonight's meeting.
- An issue concerning everyone is security.
An increase in petty crime has been experienced in Cross Keys.
Joe Ann and Karla have met with Arsh, Marie and Heather to discuss whether to upgrade cameras with better resolution.
- Renovation at the Gatehouse is nearly complete. This has included painting, flooring and work on the electrical system. The issue of cars parked next to the Gatehouse was discussed. That presents a traffic obstacle. Joe Anne noted that some of this has been due to the renovation and that will end soon.

III. Review of the Minutes

The minutes of November 18, 2024 were circulated. At the end of the meeting, a motion was made to accept the minutes. This was seconded and passed unanimously. The minutes are entered into the Association's records.

A request was made to provide the minutes to Board members earlier (within 30 days of the meeting) so they could come to the meeting ready with questions/ready to vote.

IV. Treasurer's Report

- The Budget was again distributed to the Board for 2025. A motion was made to accept the 2025 Budget, seconded and unanimously approved.
- Several line items were discussed:
 - A landline phone has been installed at the pool for insurances purposes. It is paid 12 months per year. Could we save Money by cutting it off Oct. – Apr? What would Turn-off/-on fees be? Can we be assured that it would be turned on at the appropriate time?

Both Sarah Taylor of Condo I and Carroll Jenkins of Dunn's Grove have taken part in many of these meetings and offered live testimony on several of these issues.

This session will end on April 9.

VI. Arsh Mirmiran of Caves Valley Partners gave an update on Commercial Property

- Work on the apartment building has begun, and they hope to be finished in early 2027.
- AG Orthodontist will soon have an open house.
- California Closets plans to open this month.
- Cece's will be opening soon for lunch.
- The Mexican restaurant plans to open in March.
- The Asian Restaurant (Atlas) Nine Tail Fox is targeting April 2025.
- Office space in Village Square is 100% occupied; the Quad has only two properties that are vacant.
- Next week, a Pilates business will open in the Village Square.
- A Framing Studio will be coming to CKMC.
- Ruth Shaw will be opening in April in the old Store Limited space.

VII. Old Business – Signage in Cross Keys

David Rosenberg requested that Arsh encourage their sign company to move ahead with signage requested by CKMC. We know these will be a tremendous help to Cross Keys.

VIII. New Business

- Joe Ann has been investigating security camera upgrades to improve their resolution. Part of this equation is to update the camera computer, which is 10 years old. There are 8 security cameras now at Cross Keys and we have no contract for service for them or the camera computer.
The Board voted to spend up to \$1000.00 for a new computer (unanimous).
The question was raised as to whether this can be a capital expense and thus paid out of the Reserve Fund.
- Regarding security at Cross Keys, it was agreed that owners be encouraged to buy ring cameras.
- CKMC has 11 employees who have been using hand-written timecards.
These take hours for Bader HR to finalize for payment.
There exists an ADP system which would be managed by Gatehouse and would use fingerprints or facial recognition to sign in and out of work. The total annual cost: \$3000.00. This topic was introduced, then tabled for discussion at another meeting.
- Using the topic of the recent watermain break at Cross Keys, it was agreed that our documents need to be cleared up, our bylaws need to be amended. Clarity in these documents will help us to resolve issues that come up between Associations, Contractors, etc. To take these issues to a lawyer can involve a fee of \$800.00 per hour.

Committees

- Investment Committee

Ruth Roman

David Rosenberg

David Gordon

Angie Plum

- Clubhouse

Sarah Taylor

Julie Cahan

Deborah Levin

Carroll Jenkins

- Security/Traffic Study

Karla Bunz

Joe Ann Weaver

- Karla suggested that the Recreation Committee meet at a separate time, and not as an addition to the “shared” CKMC Committee. The next meeting is likely to be in March/April.

- The meeting was adjourned at 9:40pm.

Respectfully submitted,
Carroll Jenkins, Secretary

February 12, 2025